Technology training on statewide systems for future educators – Free!

Kentucky colleges and universities have access to free training on two important statewide technology systems used by educators in Kentucky's public schools.

- Infinite Campus is the statewide student information system and offers several components i.e., classroom management tools.

- The Instructional Management System (IMS) offers several modules including School & District Data, Classrooms and Assessment Admin.

To help prepare new educators, colleges and universities can easily incorporate training on these systems into existing curriculum.

Infinite Campus Pre-service Educator Program

The Infinite Campus Pre-service Educator Program (PEP) is an online application designed to help future educators learn to use Infinite Campus tools to prepare for their first day of school. PEP offers two learning opportunities.

1. PEP for Classroom teachers provides a sequenced progression of learning activities on how to use Infinite Campus in the ways a teacher does, such as setting up seating charts, taking attendance, setting up the grade book, submitting report card marks, printing rosters/labels, utilizing communication tools and more.

2. PEP for Special Education teachers details the record keeping functionality and processes available in Infinite Campus. (Available in spring of 2017.)

PEP is available for integration within college and university curriculum at their discretion; however, PEP has also been used as the basis for individual student work, and small group presentations and discussions. When colleges and universities offer PEP, new teachers are more knowledgeable when they enter the classroom and it reduces the training and staff development burden for school districts.

For more information, please visit the PEP program website at www.infinitecampus.com/PEP or contact pep@infinitecampus.com.

Instructional Management System (IMS)

The Kentucky Department of Education (KDE) created a self-guided step-by-step training tutorial for the Instructional Management System (IMS). The tutorial includes links to training videos and other resources that will prepare future educators to use the following IMS modules.

1. The School & District Data module allows educators to view state created and published reports, run pre-formatted reports, and create and save their own reports.

2. The Classrooms module assists educators in viewing student performance, creating and managing student groups, viewing student workspaces, creating and scheduling lesson plans, instructional units and curriculum, and creating and assigning assignments to students.

3. The Assessment Admin module allows educators to view progress using an assessment dashboard, and the ability to create, schedule, track and score assessments, test-items, passages and rubrics, with the option for co-authoring, and access to an item bank.

The self-guided training tutorial may be accessed here. For more information and access to the IMS modules, please contact kdeciitsmailbox@education.ky.gov.

KDE hopes colleges and universities will take advantage of these free statewide technology system trainings to better prepare future educators for the classroom.

Thank you for consideration to incorporate these Kentucky specific technology-training programs into your postsecondary education program.